Organization: ClearPath
Position Title: Intern
Location: Washington, DC

Organization Overview

ClearPath’s mission is to develop and advance policies that accelerate innovations to reduce and remove global energy emissions. To advance that mission, we develop cutting-edge policy solutions on clean energy and industrial innovation. An entrepreneurial, strategic nonprofit, ClearPath (501(c)(3)) collaborates with public and private sector stakeholders on innovations in nuclear energy, carbon capture, hydropower, natural gas, geothermal, energy storage, and heavy industry to enable private-sector deployment of critical technologies.

Started in 2014 by entrepreneur Jay Faison, ClearPath also engages in the direct education of policy makers within the White House, Congress, Executive Agencies, and regulators like the Nuclear Regulatory Commission (NRC) and the Federal Energy Regulatory Commission (FERC).

ClearPath team members believe in limited government, free markets, and American entrepreneurship. Those principles form the basis for how the team analyzes proposed clean energy and climate policy. We believe that time-tested conservative principles can create energy security, boost our economy, and reduce global emissions.

Job Description

Interns will be initially assigned to one team (Policy, Government Affairs, External Affairs or Operations) based on career goals but will have frequent interaction with the entire team. This role will have visibility of media, Capitol Hill, Administration, industry and trade relationships.

- The ClearPath team creates an environment for interns to supplement their academic background with real-world experience including:
  - Aiding interns in building competencies towards future goals.
  - Partnering with interns to identify opportunities and areas for learning across ClearPath’s clean energy technology portfolio.
  - Exposure to projects that range in interest areas and the possible opportunity to rotate within different departments.
  - Identifying professional opportunities to supplement intern learning, the ClearPath team takes extra time away from their day to support the internship process.
● Past Interns have had the opportunity to:
  ○ Execute research and analysis activities to identify needs and develop approaches to address them.
  ○ Provide high-level, quick, and in-depth analysis of policy, politics and/or industry trends.
  ○ Support the production of fact sheets, newsletters, op-eds, and educational materials pertaining to ongoing operational, legislative, regulatory, and policy activities.
  ○ Respond to a variety of special projects with some with visibility to members of congress.
  ○ Attend congressional hearings on energy, prepare briefings for the team.
  ○ Participate in meetings, synthesize notes and facilitate action items and follow up items.
  ○ Coordinate and attend events, hearings and briefings to drive messaging.
  ○ Educate target audience and key stakeholders on ClearPath priorities.

Capabilities

● **Accountability** – take responsibility for their own performance and accept full ownership of issues, problems, and opportunities, regardless of the source.
● **Quality Focus** – Individuals who exhibit this competency ensure that all work in one's own area of the business, throughout the organization, by vendors, suppliers, etc. is performed with excellence and to high standards for quality and integrity.
● **Initiating Action** – be a self-starter and take a lead role in improving or enhancing a work, avoiding problems, or developing entrepreneurial opportunities.
● **Organizational Citizenship** – focus efforts toward the common good; place the organization’s goals before individual, functional, or business unit goals; and demonstrate the desire to be a part of something that extends beyond their own self-interest.
● **Time Management** – focus on completing all work tasks in a timely manner while remaining responsive enough to react to competing demands and shifting priorities. This competency is about managing multiple responsibilities, being organized, keeping on top of important time-sensitive tasks, and performing all work accurately.
● **Extended Task Focus** – able to perform the same work function for a significant amount of time while remaining focused and without becoming disengaged.

Values

● **Teamwork**: We empower each other to accomplish our shared mission.
● **Purpose**: We believe the principles of limited government, free markets, and fiscal responsibility. These time-tested conservative principles are essential to achieving our mission.
● **Ownership**: We empower teammates to visibly own and achieve goals.
● **Adaptability**: We are open to new, complex ideas and test our assumptions to lead change and advance our mission.
● **Curiosity**: We have a proactive desire to learn, grow and improve ourselves, ideas and our
mission in a thoughtful and focused way.

- **Credibility:** We agree that being trustworthy and believable is everything for building and maintaining influence to maximize impact.

## Qualifications

- Interest in Capitol Hill operations, political processes, policy or clean energy technologies and energy systems
- A professional and personal commitment to ClearPath’s mission and values
- Proficient in Google Office Suite
- Proficiency in analyzing and interpreting data
- Strong networking and interpersonal skills
- Outstanding verbal and written communication skills
- Currently enrolled in a four year university working toward a Bachelor's degree. Preferred majors include: Communications, Public Policy, Political Science, History, Economics, Engineering, Environmental Science, or Energy.

## Compensation & Benefits

- All ClearPath interns are paid semi-monthly.
- Interns who work at least 30 hours a week are eligible for comprehensive health, dental, vision, life, and disability insurance.
- Retirement Benefit offering an employer matching contribution of employee contributions of $1 for $1 on the first 5% of pay you contribute
- Typical intern engagements last 8 weeks.
- Fully stocked office kitchen in newly renovated building on Capitol Hill.
- Interns will be asked to sign a non-disclosure and confidentiality form upon arrival.

Please send resume and writing sample to careers@clearpath.org

At ClearPath, we value a diverse and inclusive workforce. We believe our team is the key to making an impact and fulfilling our mission. ClearPath is an equal opportunity employer. We do not discriminate on the basis of race, religion, color, national origin, gender, sexual orientation, age, marital status, veteran status, or disability status.